



***State of Washington
Department of Transportation
Notice to Consultants
On-Call Marine Biology and Environmental Services for WSF***

Washington State Department of Transportation (WSDOT) solicits interest from consultants interested in submitting a Statement of Interest to provide On-Call Marine Biology and Environmental Services for Washington State Ferries (WSF). WSDOT may award up to two (2) On-Call Marine Biology and Environmental Services agreements. Each contract will be for two (2) years duration, with a two-year extension, provided the selected consultant has a superior rating at the end of the original agreement period. Each contract will be for approximately \$1,000,000.00.

Project Description

The work of the On-Call Marine Biology and Environmental Services consultant shall include, marine biological system inventory; habitat restoration; site monitoring; environmental research pertaining to ferry transportation and terminal issues; marine flora and fauna identification and quantification; diver surveys; underwater videotaping; marine flora planting and transplanting; GPS mapping; electronic database (GIS) of natural resources at ferry terminals; assessment, mapping, mitigation development and monitoring; environmental regulation and policy analysis; environmental documentation and permitting; interagency project and permit coordination and consultation; fish population studies; fish passage assessment; hydrologic and hydraulic analyses; water quality monitoring and assessment; coastal engineering including wake analysis, jet wash/propeller wash modeling and analysis, and sediment transport modeling; environmental training and workshops development; and environmental performance measurement; wetland and terrestrial resources; fish water quality, and aquatic resources; landscape architecture; resource planning; air quality and noise; cultural resources and Section 4(f) properties; NEPA / SEPA analysis and associated documentation, including environmental assessments and environmental impact statements; document production; and other services, including traffic impacts assessment, energy analysis, toxicological assessment, hazardous materials assessments and environmental engineering.

Evaluation Criteria

Pursuant to state and federal regulations, a qualifications-based selection process will be used to select a consultant for each of these projects. The following information and criteria will be used to evaluate and rank responses:

- Qualifications/Expertise of Firms on Team;
- Qualifications of Proposed Project Manager(s);
- Key Team Members Qualifications (Prime Consultant and Sub-Consultants);
- Firm's Project Management System and familiarity with WSF Earned Value PM system (Prime Consultant and Sub-Consultants);
- Firm's ability to track and control internal and project costs (Prime Consultant and Sub-Consultants);



- Firm's approach and success in permitting highly controversial and complex marine environment projects (Prime Consultant and Sub-Consultants);
- References/past performances (Prime Consultant Only); and
- Cost Factors (Prime Consultant Only.)

The link to the definitions and point value for each of the proposed criteria may be found on the first page of this advertisement web site.

NOTE: It is imperative that the consultant reviews the definitions of the scoring criteria. We have included requirements and/or limitations for the information that is being requested. All scoring criteria will be rated on a scale of 0 (Low) to 20 (High.)

Submittals

Consultants are invited to submit their RFQ at their own cost. WSDOT assumes no obligation of any kind for expenses incurred by any respondent to this solicitation. The submittal is limited to a total maximum number of twenty-five (25) sheets submitted only on single sided (single sided meaning one side only of a single sheet of paper) typed 8.5" x 11" paper (if charts and/or graphs are utilized text must be a readable size font), and with type size no smaller than 12 point. The page limitation does not apply to the transmittal letter, front and back cover, the completed Performance Evaluation forms, and the completed Submittal Information Packet form(s.) Please provide only 1 copy of the completed Performance Evaluation forms and the completed Submittal Information Packet form(s.) These forms should be accompanied with your Letter of Transmittal and should be submitted under separate cover and not bound within your Statement of Interest.

The RFQ shall meet the following requirements or will be deemed non-responsive and will not be eligible for consideration of this work:

- Title of the RFQ on the cover of the submittal and the Transmittal Letter;
- Transmittal Letter;
- Completed Submittal Information Packet form for the Prime Consultant and all proposed Sub-Consultants (1 set);
- Completed Performance Evaluations for the Prime Consultant Only (1 set);
- Responsiveness to all evaluation criteria;
- Meeting page limitations and font size requirements; and
- Meeting submittal deadline submission date.

Materials submitted in response to this competitive procurement shall become the property of WSDOT and will not be returned. All submittals received will remain confidential until WSDOT and the successful Consultants sign the agreements resulting from this advertisement. All submittals are deemed public records as defined in the RCW 42.17.250 to 42.250.340.

Faxed or e-mailed submittals will not be accepted. Four (4) copies of your submittals, whether mailed or hand-delivered, must arrive at the following address no later than 5:00 pm on ~~Thursday~~ Friday, March 14, 2003:



Mr. Michael B. Rice
Director, Consultant Services
Washington State Department of Transportation
Capital View II Building, 2nd Floor
724 Quince Street SE
Olympia, WA 98504-7323

Any questions regarding the submittal process should be directed to the Consultant Services Office, at 360-705-7104.

Any questions regarding the technical aspect of this RFP should be directed to Mr. Kojo Fordjour, Environmental and Permitting Manager for WSF at 206-515-3650.

The department has an overall Disadvantaged Business Enterprise (DBE) Goal. The DBE goal for participation will be obtained through a combination race-neutral/race-conscience means as outlined in WSDOT's "Disadvantaged Business Enterprise Program Plan." The department encourages disadvantaged, minority, and women-owned consultant firms to respond.

Persons with disabilities may request this information be prepared and supplied in alternate formats by calling collect 206-389-2839. Persons with hearing impairments may call 1-800-833-6388 (Washington State Telecommunications Relay Service) and ask for 206-515-3683.

Dates of publication in the Seattle Daily Journal of Commerce: Friday, January 31, 2003 and Friday, February 7, 2003.